

**EMPLOYMENT OPPORTUNITY
ANNOUNCEMENT NUMBER: HCMALL 12/21**

- OPEN TO:** All interested candidates
- POSITION:** **Registered Nurse, FSN-8; FP-6***
(*Position Grade FP-06 will be confirmed by Washington)
- OPENING DATE:** August 15, 2012
- CLOSING DATE:** August 29, 2012
- WORK HOURS:** Full-time, 40 hours/week
- LENGTH OF HIRE:** Long term. Actual filling of the position is contingent upon the availability of funds
- ANNUAL SALARY:** **US\$44,737.00** (Starting salary for a 40-hour work week) - applicable to:
- U.S. Citizen EFM; and
 - At least 18 years old; and
 - Listed on travel orders of direct hire Foreign Service, Civil service, or uniformed service members under Chief of Mission authority; and
 - Residing at the sponsoring employee's or uniformed service member's post of assignment abroad; and
 - Does not receive a Foreign Service or Civil service annuity.
- US\$38,394.00** (Starting salary for a 40-hour work week) - applicable to:
- Non-U.S. Citizen EFM, MOH with SSN number; or
 - U.S. Citizen EFM of Agencies or offices, or uniformed service members **NOT** under Chief of Mission authority; or
 - U.S. Citizen EFM who receives a USG retirement annuity or pension from a career in the U.S. Foreign Service or Civil Service; or
 - EFM hired under PSA mechanism; and
 - Residing at the sponsoring employee's or uniformed service member's post of assignment abroad.
- US\$15,130.75 (U.S. Minimum Wage)** - applicable to:
- U.S. Citizen employees who are not EFM, MOH listed above; and
 - Not holder of diplomatic passport; and is a local resident; and
 - Is subject to the host country employment and tax law; and
 - Has the required visa, residency permit and work permit in order to work legally in the host country.
- US\$10,459.00 (Position Grade: FSN-8- Starting salary)** - applicable to:
- A host country national or foreign national, who is not a U.S. citizen, nor a family member, MOH of a direct hire Foreign Service, Civil service, or uniformed service members under Chief of Mission authority; and
 - Is subject to the host country employment and tax law.

The Consulate General of the United States of America in Ho Chi Minh City is seeking an individual for employment for the Registered Nurse position in its Management Section.

NOTE: ALL APPLICANTS WHO ARE NOT FAMILY MEMBERS OF U.S. GOVERNMENT AGENCIES OR OFFICES UNDER/NOT UNDER CHIEF OF MISSION'S AUTHORITY MUST HAVE REQUIRED WORK AND RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

BASIC FUNCTIONS OF THE POSITION

Incumbent of this position will serve as U.S. Registered Professional Nurse or Western European equivalent trained Registered Professional Nurse with comparable license. Incumbent will provide the full range of professional nursing services to American and Locally Employed staff.

Please contact the Management Office at 3520-4200 X4342/4274 for further inquiries.

QUALIFICATION REQUIREMENTS

NOTE: All applicants are instructed to address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Must be a graduate of a professional nursing school with a current and unrestricted Registered Nurse license from the U.S., Puerto Rico or Western European equivalent.
2. At least one year of hospital or outpatient nursing is required.
3. Must have knowledge of general nursing principles and practice, current nursing technology and methods as well as current health promotion recommendations in the U.S. population. Must be knowledgeable on medications, biologics and immunizations generally used in American Medical practice.
4. Ability to administer adult and pediatric immunization program according to current Center of Disease Control & Prevention (CDC) standards is required. Must have strong interpersonal skills and client-oriented disposition.
5. Must have basic word processing skills (this will be tested).
6. Level 4 (Fluent) Speaking/Reading/Writing English is required (this will be tested).

You may download the application form at

<http://hochiminh.usconsulate.gov/jobs.html>. Paper copies are available from Security Guard at Post 4 at the U.S. Consulate in Ho Chi Minh City between the hours of 8:00 A.M. - 5:00 P.M., Monday through Friday.

ADDITIONAL SELECTION CRITERIA

Please see post eligibility & qualification requirements on the Management Office bulletin board/intranet (Sharepoint) or on the Consulate website.

SUBMIT APPLICATION TO

Management Office
U.S. Consulate General, 7A Mac Dinh Chi Street
District 1, Ho Chi Minh City
Tel. 84-8-3520-4342/ 4274
Fax: 84-8-3520-4233

CLOSING DATE FOR THIS POSITION: AUGUST 29, 2012

(All applications must be received by the closing date to receive consideration. Only short listed applicants will be contacted for interviews.)